



# Erasmus+ Programme

## Key Action 1 – Mobility for learners and staff – Higher Education Student and Staff Mobility

### Inter-institutional agreement 2014-2020/2021 between programme countries

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. They commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.

#### A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
Adam Mickiewicz University, Poznań, Poland	PL POZNAN01	<p><b>Ph.D Tomasz Branka</b> ERASMUS Institutional Coordinator (Teaching Staff Exchange, Staff Exchange) <b>e-mail:</b> <a href="mailto:tomasz.branka@amu.edu.pl">tomasz.branka@amu.edu.pl</a> tel: :+48 519 340 495</p> <p><b>Ms Sylwia Ogórkiewicz</b> ERASMUS Programme Administrator <b>e-mail:</b> <a href="mailto:erasmus@amu.edu.pl">erasmus@amu.edu.pl</a>, <a href="mailto:sujka@amu.edu.pl">sujka@amu.edu.pl</a> tel: +48 61 8294368 fax: +48 61 8294406</p> <p><b>Ph.D Teresa Lehmann</b> Faculty Coordinator,</p>	<p>ERASMUS incoming information: <a href="http://international.amu.edu.pl/home/home/erasmus-llp">http://international.amu.edu.pl/home/home/erasmus-llp</a> <a href="http://erasmus.amu.edu.pl/for-incoming-students">http://erasmus.amu.edu.pl/for-incoming-students</a></p> <p>Lecture catalogue: <a href="http://international.amu.edu.pl/amu-pie-short-courses2/amu-pie-short-courses">http://international.amu.edu.pl/amu-pie-short-courses2/amu-pie-short-courses</a></p> <p>Semester dates: <a href="http://international.amu.edu.pl/home/home/calendar">http://international.amu.edu.pl/home/home/calendar</a></p> <p><a href="http://erasmus.amu.edu.pl">http://erasmus.amu.edu.pl</a></p>



Faculty of Biology		ul. Umultowska 89, 61-614 Poznań, phone: +48 829 5895 e-mail: <a href="mailto:lehmann@amu.edu.pl">lehmann@amu.edu.pl</a>  <b>Ms Ewa Jażdżyńska</b> Contact person Phone: +48 829 5666 e-mail: <a href="mailto:jazewa@amu.edu.pl">jazewa@amu.edu.pl</a>	<a href="http://www.biologia.amu.edu.pl">http://www.biologia.amu.edu.pl</a>  <a href="http://www.biolog.amu.edu.pl/page.php?id=system_ksztalcenia-zagranica">http://www.biolog.amu.edu.pl/page.php?id=system_ksztalcenia-zagranica</a>
Universidade de Lisboa Faculty of Sciences	P LISBOA 109	Faculty of Sciences Mobility Office <a href="mailto:internacional@fc.ul.pt">internacional@fc.ul.pt</a> +351 21750 0443 <b>Biology Departmental coordinators:</b> Eugénia Ribeiro ( <a href="mailto:eribeiro@fc.ul.pt">eribeiro@fc.ul.pt</a> ) Prof. Margarida Ramos ( <a href="mailto:mmramos@fc.ul.pt">mmramos@fc.ul.pt</a> )	<a href="http://www.fc.ul.pt">www.fc.ul.pt</a>  <a href="http://www.fc.ul.pt/pt/cursos?refer=3">http://www.fc.ul.pt/pt/cursos?refer=3</a>
[...]			

## B. Mobility numbers per academic year

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of January in the preceding academic year.

### Student Mobility (SMS)

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Study cycle [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods  Total number of students, total number of months
PL POZNAN01	P LISBOA 109	421	Biology	1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup>	2 students, each for 10 months
P LISBOA 109	PL POZNAN01	421	Biology	2 <sup>nd</sup> /3 <sup>rd</sup>	2 students, each for 10 months



#### Staff mobility (STT or STA)

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching  <i>[total number of days of teaching periods or average duration *]</i>	Staff Mobility for Training *
PL POZNAN 01	P LISBOA 109	421	Biology (teaching and training)	1 week	1 week
P LISBOA 109	PL POZNAN 01	421	Biology (teaching and training)	1 week	1 week

#### C. Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Receiving institution  [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies  <i>[Minimum recommended level: B1]</i>	Staff Mobility for Teaching  <i>[Minimum recommended level: B2]</i>
PL POZNAN01	Biology	Polish	English	B1 English (for classes taught in English) or B1 Polish (for classes taught in Polish)	B2 English
P LISBOA 109	Biology	Portuguese		B1	B1

For more details on the language of instruction recommendations, see the course catalogue of each institution:

**PL POZNAN01:** <https://international.amu.edu.pl/amu-pie-short-courses2/amu-pie-short-courses>,  
<https://ects.amu.edu.pl/en/>



P LISBOA 109: <http://www.fc.ul.pt/pt/cursos?refer=3>

#### D. Additional requirements

*[To be completed if necessary, other requirements may be added on academic or*

Erasmus code	Selection criteria	
	incoming	outcoming
PL POZNAN 01	Language skills	Motivation
	Academic achievements	Academic achievements
		Language skills

*organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]*

*[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]*

**Faculty of Biology at the A. Mickiewicz University** is prepared to welcome students or staff with visual or hearing impairment.

#### E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
PL POZNAN01	June	November
P LISBOA 109	June, 30 <sup>th</sup>	October, 31 <sup>st</sup>

#### PL POZNAN01

2. The receiving institution will send its decision within **2 weeks**.  
The receiving institution - P LISBOA109 will send its decision within **6 weeks**.
3. A Transcript of Records will be issued by the receiving institution no later than **4 weeks** after the assessment period has finished at the receiving HEI. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*  
A Transcript of Records will be issued by the receiving institution - P LISBOA109 no later than 5 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement



In case of the termination, a notice of at least one academic year should be sent to the partner university. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

## F. Information

### 1. Grading systems of the institutions

#### PL POZNAN01

- A/5** EXCELLENT - outstanding performance  
**B/4+** VERY GOOD - above the average standard with only minor errors  
**C/4** GOOD - generally sound work with some minor errors  
**D/3+** SATISFACTORY - fair but with a number of notable errors  
**E/3** SUFFICIENT - fair but with significant shortcomings  
**F/2** FAIL

**P LISBOA109 (FCUL):** The Portuguese grading system expresses itself in values **between 0 and 20**, being 10 the minimum grade for approval.

ECTS Grade	Portuguese Grade
A	18-20
B	16-17
C	14-15
D	10-13
F/FX	Fail

### 2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
PL POZNAN01	<a href="mailto:erasmus@amu.edu.pl">erasmus@amu.edu.pl</a>	<a href="http://www.poznan.uw.gov.pl/en">http://www.poznan.uw.gov.pl/en</a> <a href="http://www.msz.gov.pl/en/travel_to_poland/entering_poland/">http://www.msz.gov.pl/en/travel_to_poland/entering_poland/</a>
P LISBOA109	<a href="mailto:internacional@fc.ul.pt">internacional@fc.ul.pt</a> +351 21750 0443	<a href="http://internacional.ulisboa.pt/">http://internacional.ulisboa.pt/</a>



### 3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
PL POZNAN01	<a href="mailto:erasmus@amu.edu.pl">erasmus@amu.edu.pl</a>	<a href="http://www.erasmus.org.pl/coming-poland-formal-issues">http://www.erasmus.org.pl/coming-poland-formal-issues</a> <a href="https://www.ekuz.nfz.gov.pl/en/info_dla_uprawnionych_z_innych/general-information-concerning-access-health-care-during-temporary-st">https://www.ekuz.nfz.gov.pl/en/info_dla_uprawnionych_z_innych/general-information-concerning-access-health-care-during-temporary-st</a>
P LISBOA109	<a href="mailto:internacional@fc.ul.pt">internacional@fc.ul.pt</a> +351 21750 0443	<a href="http://internacional.ulisboa.pt/">http://internacional.ulisboa.pt/</a>

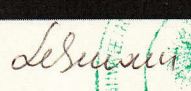
### 4. Housing

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
PL POZNAN01	<a href="mailto:erasmus@amu.edu.pl">erasmus@amu.edu.pl</a>	<a href="http://erasmus.amu.edu.pl">http://erasmus.amu.edu.pl</a>
P LISBOA109	<a href="mailto:internacional@fc.ul.pt">internacional@fc.ul.pt</a> +351 21750 0443	<a href="http://internacional.ulisboa.pt/">http://internacional.ulisboa.pt/</a>

### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
PL POZNAN01	Ph.D Teresa Lehmann Faculty Coordinator	30.01. 2014	
P LISBOA109	Prof. José Manuel Pinto Paixão, The Director of the Faculty of Sciences	29.01.2014	